

Carlisle Council on Aging Board Meeting
Town Hall - Clark Room
June 21, 2016

Board Members Present: Verna Gilbert, Donna MacMullan, Kathy DeVivo-Ash, Elizabeth Acquaviva, Peggy Hilton, Jean Sain. Associate Members Present: Maxine Crowther, Jerome Lerman, Abha Singhal. COA Staff Present: David Klein, Angela Smith. Guest Present: Ann Quenin. COA Staff Present: David Klein, Angela Smith.

Secretary Minutes: A **motion** was made by Elizabeth Acquaviva to accept the May 24, 2016 Minutes submitted by Kathy DeVivo-Ash. The motion was seconded and carried by voice vote.

Outreach and Program Manager Report: A **motion** was made by Jean Sain to accept the May report submitted by Angela Smith. The motion was seconded and carried by voice vote. As addressed in Angela's report, she is struggling to find two people to commit to setting up tables and chairs at the monthly COA luncheon at the FRS. Several people offered to help, but are not able to commit to every luncheon. Angela should add Ann, Abha, Jerome, Elizabeth A. (as well as Muggsie who volunteered in the past) to her list. Angela discussed what she has planned for Old Home Day and what she still needs. She also discussed the success of the Spring Fling being partly due to a couple of National Charity League volunteers not only setting up and serving food, but participating in the dancing. Angela has decided to make this an intergenerational event next year.

Social Worker Report: The Board reviewed the May report submitted by Peter Cullinane.

Financial Report and Directors Report: A **motion** was made by Elizabeth Acquaviva to accept the May reports submitted by David Klein. The motion was seconded and carried by voice vote. David discussed, in detail, the budget as of May 2016 and indicated where he expected each category to be at the end of the fiscal year. Walter Hickman, COA Board Treasurer, has reviewed the May Financial Report. David discussed various purchases he may make by the end of the fiscal year such as business cards, printer ink, postage for COA newsletters, and prepaying MCOA dues. The topic of whether FOCCOA or CCCC grant requests should include funds to assist with some of the expenses incurred by various programs/events that are now seeking some financial support from the COA recently brought to David's attention (intergenerational Chorus, CCHS Senior Citizen Thanksgiving/St. Patrick's Day lunch, the Garden Club wreath-making with seniors) was also discussed. Lastly, David reported that, on a positive note, vouchers purchased for transportation were being used. Angela Smith credited David with coaching the Transportation Coordinator, Debbie Farrell, to have the ride requestor contact Flow Transportation first to ensure they would be available before purchasing a voucher.

MMSS – Jean Sain attended the June 1, 2016 Minuteman Senior Services Board Meeting and gave the following update: It was announced that Joan Butler was recently presented with the Janice S. Hanson Award at the CHNA 15 2016 Annual Meeting. The award recognizes Joan's 34 years of work on behalf of seniors, adults with disabilities, and family caregivers, and includes \$1,000 grant in support of Minuteman's work in the community on the issue of hoarding. Hilary Viola, Director of Community Programs attended National Area Agencies on Aging Conference in Washington, DC to help advocate for more federal funding for programs such as Nutrition, Ombudsman, Caregiver Program as well as programs that MMSS helps fund through grants such as legal services and transportation. Peg Mikkola, MMSS Dietician/Nutritionist, is retiring after 38 years with MMSS. A replacement has been hired and will be starting in June. MMSS was awarded a Cummings Foundation \$100,000 for 10 Grant, payable

over 2 years. MMSS has also been awarded a grant of \$7,000 from the Robbins Trust, Bank of America, N.A., Trustee in support of Meals on Wheels in Harvard and Littleton. Senate Ways and Means released its budget with few increases in elderly home care line items despite the increase in the demand for services. Working on amendments for Senate Debate. Staff is working with Emerson Hospital to give input on creating patient friendly discharge plan instructions which now name MMSS Councils on Aging as valuable community resources. Jean indicated the new Executive Director, Kelly Magee Wright, seemed to be very interested and ask many questions about each Council on Aging. At the end of Jean's report, David explained the **SHINE Program** provides free health insurance information, counseling, and assistance to Massachusetts residents with Medicare and their caregivers and is administered by the Massachusetts Executive Office of Elder Affairs in partnership with MMSS. This program is in jeopardy of losing funding.

FOCCOA – A representative was not present. David indicated that the Friends did approve of the COA FY17 grant request.

OLD/NEW BUSINESS:

Committee Updates: As requested, Committee Chairs submitted a written update of their activities for the year as well as gave a brief oral update. Verna indicated that she would forward the written updates to each board member. (Space-Jerome, LRP-Donna, Transportation-David, Road Race-Verna, CCCC and Friends' Grant-David).

COA Board FY17 Slate was voted on as follows:

Board Members:

Donna MacMullan – Chair
Abha Singhal - Vice Chair
Walter Hickman – Treasurer
Kathy DeVivo-Ash - Co-Secretary
Giovanna DiNicola - Co-Secretary
Jerome Lerman
Reuben Klickstein
Peggy Hilton
Maxine Crowther

Associate Board Members:

Elizabeth Acquaviva
Jean Sain
Verna Gilbert
Ann Quenin
Helen Lyons
John Ballantine

The FY17 Slate was unanimously accepted by voice vote. New Board Members must send a letter to the Board of Selectman indicating their willingness to serve on the Board. The BOS votes on the new Board Members at their June meeting.

Nominating Committee FY17: Gio, who was on the FY16 Nominating Committee, will Chair the FY17 Nominating Committee. Since Gio is not present, she will select an additional member from the FY17 board at the August meeting. In addition, the current board selects the third member. The board selected Kathy DeVivo-Ash.

Verna thanked everyone for serving on the Board and the Board thanked Verna for serving as Chair.

CHNA Grant - David announced that Carlisle was selected as one of the recipients of the CHNA Healthy Communities Planning Grant. This is an 18 month process where the town receives money to do an assessment. A steering committee will be formed to guide the process.

Group Trip Fee - David discussed the COA Travel Fee Proposal. Angela pointed out a contradiction associated with one of the fees on the schedule. David will have the schedule corrected. These costs are low but, if a Carlisle resident cannot afford it, the cost may be subsidized upon notifying the COA.

Verna made a **motion** to adjourn the meeting at 8:26 pm. Motion was seconded and carried by voice vote. **Next meeting: August 23, 2016 at 5 pm Town Hall – Clark Room.** Annual Potluck to follow at Verna Gilbert's home.

Elizabeth Acquaviva
COA Co-Secretary